

**बिहार सरकार**  
**राजस्व एवं भूमि सुधार विभाग**

**अधिसूचना**

संख्या-03/स्था0 नियमावली-02/2018-

/(3)रा0, पटना-15, दिनांक-

भारत के संविधान के अनुच्छेद-309 के परन्तुक तथा बिहार विशेष सर्वेक्षण एवं बन्दोबस्त अधिनियम, 2011 द्वारा प्रदत्त शक्तियों का प्रयोग करते हुए बिहार के राज्यपाल, बिहार राज्य के भू-अभिलेख एवं परिमाण निदेशालय द्वारा नियत समय आधारित राज्य के सभी जिलों में विशेष भू-सर्वेक्षण एवं बन्दोबस्त कार्य, राजस्व मानचित्रों एवं अधिकार अभिलेखों के अद्यतनीकरण हेतु विशेष सर्वेक्षण सहायक बन्दोबस्त पदाधिकारी, विशेष सर्वेक्षण कानूनगो, विशेष सर्वेक्षण अमीन, अमीन, विशेष सर्वेक्षण लिपिक, कार्यपालक सहायक, डाटा इन्ट्री ऑपरेटर एवं आई0टी0 ब्याय के मानदेय पर संविदा आधारित नियोजन एवं अन्य सेवा शर्तों को विनियमित करने के लिए निम्नलिखित नियमावली बनाते हैं :-

1. **संक्षिप्त नाम, विस्तार और प्रारम्भ।**-(1) यह नियमावली "बिहार विशेष सर्वेक्षण मानदेय आधारित संविदा नियोजन नियमावली, 2019" कही जा सकेगी।

(2) इसका विस्तार सम्पूर्ण बिहार राज्य में होगा।

(3) यह तुरंत प्रवृत्त होगी।

2. **परिभाषाएँ।**-इस नियमावली में जब तक कोई बात विषय या संदर्भ के विरुद्ध न हो :-

(i) "राज्य सरकार" से अभिप्रेत है बिहार सरकार ;

(ii) "विभाग" से अभिप्रेत है राजस्व एवं भूमि सुधार विभाग, बिहार ;

(iii) "अधिनियम" से अभिप्रेत है, बिहार विशेष सर्वेक्षण एवं बन्दोबस्त अधिनियम, 2011 ;

(iv) पदों से अभिप्रेत है, नियम 3 के अधीन उल्लिखित पद ;

(v) "निदेशक" से अभिप्रेत है, निदेशक, भू-अभिलेख एवं परिमाण निदेशालय, बिहार, पटना, जिसे राज्य सरकार द्वारा अधिसूचित एवं पदभारित किया जाय।

(vi) "नियोजन प्राधिकार" से अभिप्रेत है, निदेशक, भू-अभिलेख एवं परिमाण निदेशालय, बिहार, पटना ;

3. **नियोजन के पद।**-(1) अधिनियम के अधीन विशेष भू-सर्वेक्षण एवं बन्दोबस्त कार्य, राजस्व मानचित्रों एवं अधिकार अभिलेखों के अद्यतनीकरण हेतु मानदेय एवं संविदा आधारित निम्नलिखित पद होंगे:-

(क) विशेष सर्वेक्षण सहायक बन्दोबस्त पदाधिकारी ;

(ख) विशेष सर्वेक्षण कानूनगो ;

(ग) विशेष सर्वेक्षण अमीन ;

(घ) अमीन ;

(ङ) विशेष सर्वेक्षण लिपिक ;

(च) कार्यपालक सहायक ;





अवसर प्रदान करेंगे। निदेशक, भू-अभिलेख एवं परिमाण निदेशालय द्वारा नियोजन समाप्त किये जाने पर प्रधान सचिव, राजस्व एवं भूमि सुधार विभाग के समक्ष अपील किया जा सकेगा।

(5) संविदा नियोजित कर्मियों के संबंध में सामान्य प्रशासन विभाग, बिहार, पटना द्वारा निर्गत परिपत्रों/अनुदेशों के आलोक में नियोजित कर्मियों को आकस्मिक अवकाश एवं अन्य सुविधाएँ अनुमान्य होगी।

9. **योगदान एवं प्रशिक्षण।**— सफल चयनित अभ्यर्थियों को योगदान के साथ 15-30 दिनों का प्रशिक्षण जिला/राज्य स्तर पर दिया जायेगा। प्रशिक्षण में उत्तीर्ण अभ्यर्थियों को विशेष भू-सर्वेक्षण शिविरों में सर्वेक्षण कार्य हेतु प्रतिनियुक्त किया जायेगा।

10. **दायित्व।**—नियोजित कर्मियों को, बिहार विशेष सर्वेक्षण एवं बन्दोबस्त अधिनियम, 2011 एवं तत्संबंधी नियमावली तथा समय-समय पर निर्गत अनुदेशों एवं तकनीकी मार्गदर्शिका के अनुसार, समयबद्ध तरीके से दायित्वों के निर्वहन एवं कार्य सम्पादित करना होगा।

11. **प्रकीर्ण।**— नियोजित कर्मियों का स्थापना सम्बंधी कार्यों का नियंत्रण भू-अभिलेख एवं परिमाण निदेशालय, बिहार, पटना के अधीन होगा।

बिहार राज्यपाल के आदेश से

ह0/-

(ब्रजेश मेहरोत्रा)

प्रधान सचिव

ज्ञापांक-03/स्था0 नियमावली-02/2018-

/रा0, पटना-15, दिनांक-

प्रतिलिपि- महालेखाकार, बिहार, पटना को सूचनार्थ एवं आवश्यक कार्रवाई हेतु प्रेषित।

ह0/-

(ब्रजेश मेहरोत्रा)

प्रधान सचिव

ज्ञापांक-03/स्था0 नियमावली-02/2018-

72

/रा0, पटना-15, दिनांक-27-02-2019

प्रतिलिपि- महामहिम राज्यपाल के सचिव/माननीय मुख्य मंत्री के सचिव/मुख्य सचिव, बिहार/सभी विभागीय प्रधान सचिव/सभी सचिव/सभी विभागाध्यक्ष/सभी प्रमंडलीय आयुक्त/ सचिव, बिहार राज्य कर्मचारी चयन आयोग, बिहार, पटना/सचिव, बिहार लोक सेवा आयोग, बिहार, पटना/सभी समाहर्ता/सभी विभागीय निदेशालय/प्रधान सचिव के प्रधान आप्त सचिव, राजस्व एवं भूमि सुधार विभाग/माननीय मंत्री के आप्त सचिव, राजस्व एवं भूमि सुधार विभाग /राजस्व एवं भूमि सुधार विभाग के सभी पदाधिकारियों को सूचनार्थ एवं आवश्यक कार्रवाई हेतु प्रेषित।

fix  
E-mail ✓

ब्रजेश मेहरोत्रा  
(ब्रजेश मेहरोत्रा) 27/2/19  
प्रधान सचिव

**Government of Bihar**  
**Department of Revenue & Land Reforms**

**Notification**

No. -03/Stha. Niyamawali-02/2018 -

(3)/ Ra. Patna -15. Dated –

In exercise of the powers conferred by the proviso to Article-309 of the Constitution of India The Bihar Special Survey and Settlement Act, 2011 the Governor of Bihar is pleased to make following Rules to regulate the contractual based employment of 'Special Survey Assistant Settlement Officer', 'Special Survey Kanoongo', 'Special Survey Amin', 'Amin', 'Special Survey Clerk', 'Executive Assistant', 'Data Entry Operator' & 'I.T. Boy' on honorarium and other service conditions for special land survey and settlement works, preparation of revenue maps & updation of records of rights in all the districts in the State of Bihar on the basis of time fixed by Directorate of Land Records & Survey, Bihar :-

**1. Short title, extent and commencement .-** (1) These rules may be called **“The Bihar Special Survey honorarium based Contractual employment Rules, 2019”**.

(2) It shall extend to the whole of the state of Bihar.

(3) It shall come into force immediately.

**2. Definitions.-** In these rules, unless there is anything contrary to the subject or context -

(i) “State Government” means the Government of Bihar;

(ii) “Department” means Revenue & Land Reforms Department, Bihar;

(iii) “Act” means Bihar Special Survey & Settlement Act, 2011;

(iv) “Posts” means posts mentioned under rule 3;

(v) “Director” means Director, Land Records & Survey, Bihar, Patna who is notified and posted by the State Government;

(vi) “Employing Authority” means Director, Land Records & Survey, Bihar, Patna.

**3. Posts of Employment.-** (1) For conducting special survey and settlement works, preparation of revenue maps and updation of record of right, there shall be following contract based posts on honorarium :-

- (a) Special Survey Assistant Settlement Officer;
- (b) Special Survey kanoongo ;
- (c) Special Survey Amin;
- (d) Amin;
- (e) Special Survey Clerk;
- (f) Executive Assistant;
- (g) Data Entry Operator;
- (h) I.T. Boy.

(2) The State Government may increase or decrease the sanctioned posts from time to time.

(3) The employment of Executive Assistant shall be made from the Panel of District Collectors and the services of Data Entry Operator and I. T. Boy shall be taken from Beltron.

(4) (a) The services of 'Special Survey Assistant Settlement Officer' shall be taken from the degree-holders in Civil Engineering from the recognised Institutions.

(b) The services of 'Special Survey kanoongo' & 'Special Survey Amin' shall be taken from the Diploma-holders in Civil Engineering from the recognised Institutions.

(c) The services of 'Amin' shall be taken from the diploma-holders in Amanat or I.T.I. (Surveyor Course) passed from the recognised Institutions.

**4. Age Limit.-** The age limits for the above posts shall in conformity with criterion prescribed for the appointments in the state government. The age shall be calculated on the basis of dated 01.01.2019.

5. The provisions of latest reservation (including horizontal reservation) issued by General Administration Department, Bihar, Patna from time to time shall be applicable in these employments.

6. Minimum Educational qualifications and weightage in Employment.- Description of minimum Educational qualifications and weightage of the posts mentioned above rule 3 shall be as below :-

Sr.	Name of posts	Minimum Educational abilities and qualifications	In Percentage, Maximum weightage in Contractual Employment	Remarks
1	2	3	4	5
1	Special Survey Assistant Settlement Officer	Bachelor Degree in Civil Engineering + Minimum 2 Years working Experience (2 Years working Experience in Government/ recognized Non-Government organisation)	1. Matriculation -10 2. Intermediate-15 3. Graduation-50 4. Post Graduation- 05 5. Experience- 20	1. 5 marks shall be given for every year works Experience and maximum 20 marks admissible.
2	Special Survey kanoongo	Diploma in Civil Engineering + Minimum 2 Years working Experience (2 Years working Experience in Government/ recognized Non-Government organisation)	1. Matriculation -10 2. Diploma-70 3. Experience- 20	
3	Special Survey Amin	Diploma in Civil Engineering	1. Matriculation -10 2. Diploma-90	
4	Amin	Amanat Degree from Government recognized institutions or I.T.I (Surveyor) training pass.	1. Matriculation -10 2. Diploma/I.T.I- 90	
5	Special Survey Clerk	Graduate	1. Matriculation -10 2. Intermediate-15 3. Graduation-70 4. Post Graduation- 05	
6	Executive Assistant	As fixed by the District	-	
7	Data Entry Operator	As fixed by the Belrton	-	
8	I.T. Boy	As fixed by the Belrton	-	

7. Selection Procedure. - (1) Online applications shall be obtained from the applicants. For this software shall be developed by NIC through Directorate. On being eligibility for different posts, the applicant will have to

apply separately for each post. The Department shall determine the 'application fee' as per requirement.

(2) In case of equal marks in the merit list, the candidates having higher age shall be given preference.

**(3) This selection will be valid till 31<sup>st</sup> march, 2020. If required, it may be extended further.**

(4) The final decision for the selection of concerned posts shall be taken by the Committee constituted at Directorate level under the Chairmanship of the Director. The constitution of said Committee shall be as follows:-

- |       |  |                           |
|-------|--|---------------------------|
| (i)   | Director, Directorate of Land Records & Survey,<br>Bihar, Patna  | - <b>Chairman</b>         |
| (ii)  | The Officer not below the rank of Joint<br>Secretary, Revenue and Land Reforms<br>Department   | - <b>Member</b>           |
| (iii) | The Officer of SC/ST category nominated by the<br>General Administrator Department, Bihar, Patna   | - <b>Member</b>           |
| (iv)  | The Officer of minority category of Revenue and<br>Land Reforms Department/Notified by the<br>General Administrator Department, Bihar, Patna | - <b>Member</b>           |
| (v)   | Assistant Director, Directorate of Land Records<br>& Survey  | - <b>Member-Secretary</b> |

(5) On request of Director, Land Records & Survey, the General Administration Department, Bihar, Patna shall make available the services of the Officers and Employees on deputation basis for conducting counselling of the candidates.

### **8. Conditions of Employment .-**

(1) Select employee on honorarium basis shall not be treated as government servants, nor shall be entitle to any facilities admissible to the government servants. Any claim for regularisation of government service by these employees selected on honorarium basis shall not be admissible.

(2) If the scheme is not extended before the expiry of period of employment of employed employees on honorarium basis, in such circumstances, employment shall be deemed to be ended automatically on determined date and for this no separate order is required to be issued.

(3) Selected candidate shall be required to execute an agreement with The Director, Land Records & Survey as per terms of the contract. In case of extension of contract period, the said agreement shall be required to be made again.

(4) The Director, Land Records & Survey shall have the right to terminate the services of selected candidates after being satisfied on the basis of adverse report from The Collector cum Settlement Officer or any other evidences. He, shall following the principle of natural justice, provide an opportunity to be heard to any employee before removal. An appeal may be filed before Principal Secretary, Revenue and Land Reforms Department, Government of Bihar against the termination of employment order of Director.

(5) Casual leaves and other facilities to the persons employed on contract basis shall be admissible as per the circulars/instructions issued by General Administration Department, Bihar, Patna in respect the employees employed on contract.

**9. Joining and Training.-** Upon joining of the Successful selected candidates will be provided, a training of 15-30 days at district/state level. After successful training the candidates shall be deputed for land survey works in the special survey camps.

**10. Responsibilities.-** The employed persons on concerned posts shall have to carryout the responsibilities and execution of works in time bound manner as per the provisions of Bihar Special Survey & Settlement Act, 2011 and Rules made thereunder, instructions and technical guidelines issued in this behalf from time to time.

11. **Miscellaneous.**- The control of establishment related works of persons employed on contract shall be governed by the Directorate, Land Record & Survey, Bihar, Patna.

By the Order of Governor of Bihar

Sd/-

(Brijesh Mehrotra)

Principal Secretary

No. -03/Stha. Niyamawali-02/2018 -

/(3) Ra. Patna -15. Dated -

Copy forwarded to Accountant General, Bihar, Patna for information and necessary action.

Sd/-

(Brijesh Mehrotra)

Principal Secretary

No. -03/Stha. Niyamawali-02/2018 -

72 / (3) Ra. Patna -15. Dated - 27-02-19

Copy forwarded to Secretary to the Hon'ble Governor of Bihar/Secretary to the Hon'ble Chief Minister, Bihar/Chief Secretary, Bihar/All Principal Secretary & Secretary/ All Head of the Departments/All Divisional Commissioners/All District Magistrates/Secretary, Bihar Staff Selection Commission, Bihar Patna/All Departmental Directorate/Principal private Secretary to the Principal Secretary, Revenue & Land Reforms Deptt./Private Secretary to the Hon'ble Minister, Revenue & Land Reforms Deptt. and All officers of Revenue & Land Reforms Deptt., for information and necessary action.

*B. Mehrotra*

(Brijesh Mehrotra)

Principal Secretary

27/2/19